

UNIONIZED ECONOMIC AGREEMENTS – TERMS OF CONTRACT
(Civilian Annual Leave/Sick)

- 1) Below is the annual leave schedule for employees hired on or after July 1, 2004 and employees hired before July 1, 2004 who are governed by the DC 37 Economic Agreement.

Years In Service	Annual Leave	Monthly/Yearly Annual Leave (Members hired on/after July 1, 2004)	
		07:00 Hour Civilian	08:00 Hour Civilian
1-4 Years	15 Days	08:45 monthly/105 yearly	10:00 monthly/120 yearly
Beginning 5 th year	16 Days	09:20 monthly/112 yearly	10:40 monthly/128 yearly
Beginning 6 th year	17 Days	09:55 monthly/119 yearly	11:20 monthly/136 yearly
Beginning 7 th year	18 Days	10:30 monthly/126 yearly	12:00 monthly/144 yearly
Beginning 8 th year	19 Days	11:05 monthly/133 yearly	12:40 monthly/152 yearly
Beginning 9 th year	20 Days	11:40 monthly/140 yearly	13:20 monthly/160 yearly
Beginning 10 th year	21 Days	12:15 monthly/147 yearly	14:00 monthly/168 yearly
Beginning 11 th year	22 Days	12:50 monthly/154 yearly	14:40 monthly/176 yearly
Beginning 12 th year	23 Days	13:25 monthly/161 yearly	15:20 monthly/184 yearly
Beginning 13 th year	24 Days	14:00 monthly/168 yearly	16:00 monthly/192 yearly
14-16 Years	25 Days	14:35 monthly/175 yearly	16:40 monthly/200 yearly
Beginning 17+ years	27 Days	15:45 monthly/189 yearly	18:00 monthly/216 yearly

4 weeks →

5 weeks →

Years In Service	Annual Leave	Monthly/Yearly Annual Leave (Members hired before July 1, 2004)	
		07:00 Hour Civilian	08:00 Hour Civilian
Beginning 1 st year	15 Days	08:45 monthly/105 yearly	10:00 monthly/120 yearly
Beginning 5 th year	20 Days	11:40 monthly/140 yearly	13:20 monthly/160 yearly
Beginning 8 th year	25 Days	14:35 monthly/175 yearly	16:40 monthly/200 yearly
Beginning 15 th year	27 Days	15:45 monthly/189 yearly	18:00 monthly/216 yearly

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- 2) Employees governed by Local 237-International Brotherhood Teamsters (School Safety Agents) will follow the annual leave schedule listed below.

Years In Service	Annual Leave	Monthly/Yearly Annual Leave (School Safety Agents)	
		08:00 Hour Civilian	
1-4 Years	15 Days	10:00 monthly/120 yearly	
Beginning 5 th year	24 Days	16:00 monthly/192 yearly	
Beginning 7 th year	29 Days	19:20 monthly/232 yearly	
Beginning 8 th year	32 Days	21:20 monthly/256 yearly	
Beginning 15 th year	34 Days	22:40 monthly/272 yearly	

- 3) Civilian annual leave is granted on a monthly basis. Member must be in a full pay status for at least 15 calendar days (every day is a calendar day) in the month. Annual leave and sick leave are granted on the 16th of the month. The amount of annual leave accrued each month is based on whether or not member has prior city service time, a break in service (Leave Without Pay), and the date that the member was appointed to the job.
- 4) Annual leave is used in units of 01:00 hour. UF 28s for usage request are to be submitted not more than (10) days in advance and no less that (5) days.